

DEPARTMENT OF SOCIAL SERVICES

744 P Street, Sacramento, CA 95814



May 1, 2003

Regulation Package #0103-03

ERRATA FOR CDSS MANUAL LETTER NO. OPS-03-01

TO: HOLDERS OF THE OPERATIONS MANUAL, DIVISION 11

This manual letter has been posted on the Office of Regulations Development website at http://www.dss.cahwnet.gov/ord/Operations_619.htm.

Regulation Package #0103-03**Effective 3/13/03****Section 11-402.222(a)**

The first sentence in Section 11-402.222(a) regarding Social Work Activities Weightings was inadvertently included when Manual Letter No. OPS-03-01 was distributed. We are sorry for any inconvenience this may have caused you.

Please replace the pages in your manual with the attached pages.

Attachments

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11-402 GROUP HOME RATE SETTING (Continued)**11-402**

- (7) For those group home programs classified at RCL 13 or RCL 14 to receive an additional weighting of 0.10 for each eligible hour of Childcare and Supervision (CCS), there shall be two options. In addition to qualifying by providing an average of 40 or more hours of ongoing training per childcare employee, the requirement for receiving the additional weighting shall be met if the childcare and first line childcare supervisory staff is trained in the management of assaultive behavior, and all the following conditions are met:
- (A) The training must be at least 14 hours in length;
 - (B) The training must be conducted by a professional organization or someone trained and currently certificated by a professional organization as a qualified instructor, and approved by the Department;
 - (C) The entire childcare and CCS staff must complete the training and remain certified and the certifications must be current; and
 - (D) Documentation necessary to verify training as described in Section 11-400t.(1) and documentation that the requirements of Section 11-402.221(e)(7) have been met shall be maintained. In addition, if a provider chooses to claim additional points for training and selects this option, in lieu of submitting a training plan the provider shall submit the name of the professional organization providing the training, when it will be scheduled and the names of childcare staff the provider has scheduled to attend.
- (8) For provisional rate audits, the training weighting, if claimed, shall automatically be added to the weightings of all child care workers employed during the audit period.

.222 Social Work Activities Weightings

- (a) Weightings shall be given to each eligible hour of social work activity based on the professional level of each social worker as specified in the August 30th Report, page 3.

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The August 30th Report states in part:

"(1)	Licensed Clinical Social Worker (LCSW)	2.5
(2)	Licensed Marriage, Family and Child Counselor (LMFCC)	2.5
(3)	Master's of Social Work (MSW) (60 units)	2.0
(4)	Master's of Science in Counseling (MSC) (60 units)	2.0
(5)	Master's (30 units) in a discipline which would enable the individual to sit for the LMFCC or LCSW exam.	1.75
(6)	Bachelor of Social Work (BSW) with at least two years of full-time equivalent experience.	1.5"

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- (b) In addition to the above weightings, each eligible hour of social work activity performed by a group home employee who meets the requirements of Section 11-402.212(a)(5) shall be eligible for the weighting of 1.5.
- (c) All individuals, whether employee or under contract, receive the same weighting for their professional level.
- (d) Each weighted eligible hour of social work activities provided under the terms of a direct contact contract shall be multiplied by 2.0 subject to the following restrictions:
 - (1) The contract only reimburses for those hours spent in direct contact with the child(ren) being served and does not reimburse for ancillary social work activities, such as the development of needs and services plans or discharge plans;